

2018



City of Peterborough

Candidates' Guide

Version: April 23, 2018

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Introduction

Guide Intent

This guide is intended to provide candidates and potential candidates general information on the election process in the City of Peterborough as they prepare for the Municipal and School Board Elections on Monday October 22, 2018. This guide is meant to supplement information provided by the Ministry of Municipal Affairs 2018 Candidates' Guide available:

Online:

[Ministry of Municipal Affairs 2018 Candidates' Guide](http://www.mah.gov.on.ca/Page18735.aspx)

(<http://www.mah.gov.on.ca/Page18735.aspx>)

Elections Legislation

Candidates alone, or with the assistance of their own legal counsel, are responsible for ensuring they follow all applicable legislation related to running a political campaign, and campaign finances. Candidates should refer directly to the **Municipal Elections Act, 1996** for specific details. The legislation is available:

By Phone:

1-800-668-9938 (8:30 a.m. to 5:00 p.m.)

Online:

[Government of Ontario's e-laws website](http://www.e-laws.gov.on.ca)
(www.e-laws.gov.on.ca)

Updates, Notifications and Bulletins

Please ensure that you check the [City of Peterborough's election website](http://www.peterboroughvotes.ca) (www.peterboroughvotes.ca) for the most current information, notifications and bulletins. Updates may also be provided by the Clerk's Office through the mail or e-mail correspondence, so it is important that candidates notify the Clerk of any changes in contact information.

Contact Information

If you have any questions, please contact the City Clerk's Office between the hours of 8:30 a.m. to 4:30 p.m. at:

T: 705-742-7777 extension 1838, or

E-mail: election2018@peterborough.ca

Section 1: General Information

1.1 Key Dates for 2018 Election

Nomination Period

Tuesday May 1, 2018 to Friday July 27, 2018

Candidates can file a nomination paper at the Clerk's Office at anytime during normal business hours until Nomination Day (Friday July 27, 2018) at 2:00 p.m.

Nomination Day

Friday July 27, 2018
(9:00 a.m. to 2:00 p.m.)

Last day for candidates to file a nomination paper at the Clerk's Office. Nominations close at 2:00 p.m. This is the last opportunity to withdraw.

Nominations Certified

Monday July 30, 2018
Clerk certifies candidate nomination papers by 4:00 p.m.

Campaign Period

Tuesday May 1, 2018 to Monday December 31, 2018

The Campaign Period starts when a candidate files a nomination paper and ends on Monday December 31, 2018.

Voters' List

Tuesday September 4, 2018 - Preliminary Voters' List is available for candidates and revisions begin.

Tuesday September 25, 2018 - Interim Voters' List is available for candidates and revisions continue.

Election Signs

Monday September 3, 2018 to Thursday October 25, 2018

Candidates can display election signs on or after Labour Day until three days after the election.

Campaign Finances

Tuesday September 25, 2018 - Final Certificate of Maximum Campaign Expenses available for candidates.

Voting Day

Monday October 22, 2018

Voting places open at 10:00 a.m. and close at 8:00 p.m.

1.2 Term of Office

The term of office is four years, beginning on December 3, 2018, and ending November 14, 2022.

1.3 Candidates to be Elected

Mayor

One to be elected by general vote

Councillor

- Two to be elected for Ward 1 (Otonabee)
- Two to be elected for Ward 2 (Monaghan)
- Two to be elected for Ward 3 (Town)
- Two to be elected for Ward 4 (Ashburnham)
- Two to be elected for Ward 5 (Northcrest)

Trustee: Kawartha Pine Ridge District School Board

Two to be elected by general vote of English Language Public School electors

Trustee: Peterborough, Victoria, Northumberland & Clarington Catholic District School Board

Two to be elected by general vote of English Language Separate School electors

Conseiller(ère), Conseil Scolaire Viamonde

One to be elected by general vote of French Language Public School electors.
Nomination forms to be filed with the City Clerk of the City of Oshawa. Contact:

Rundle Tower, City Hall, 5th Floor
50 Centre Street South
Oshawa, ON L1H 3Z7

Telephone: 1-800-667-4292
(8:00 a.m. to 6:00 p.m.)

Conseiller(ère), Conseil Scolaire Catholique Mon Avenir

One to be elected by general vote of French Language Separate School electors.
Nomination forms to be filed with the City Clerk of the City of Oshawa. Contact:

Rundle Tower, City Hall, 5th Floor
50 Centre Street South
Oshawa, ON L1H 3Z7

Telephone: 1-800-667-4292
(8:00 a.m. to 6:00 p.m.)

Section 2: Qualifications of Candidates

2.1 General

Candidates must be qualified to hold office and not be ineligible to be nominated or hold office under any Act on the day they file their nomination papers. Members must maintain their qualifications throughout the entire term of office or their seat will become vacant.

2.2 Qualifications of Municipal Council Candidates

The **Municipal Elections Act, 1996** (s. 29) states to run for Council, a candidate must be at the time of being nominated:

- A Canadian citizen
- At least 18 years of age
- A resident of the City of Peterborough, or is the owner or tenant of land in the City of Peterborough, or the spouse of such owner or tenant
- Not prohibited by law from voting
- Not disqualified from holding municipal office by any legislation

2.3 Disqualification of Municipal Council Candidates

The **Municipal Elections Act, 1996** (s. 30(1), 29(1.1)) states the following are disqualified from being elected as a member of council or holding office as a member of council:

- Employees of the municipality or one of its local boards, except during an authorized leave of absence beginning as of the day the employee is nominated

- A judge of any court
- A member of the Provincial Legislature, the Federal House of Commons or Senate who has not resigned from their office by the close of nominations on July 27, 2018
- A person who is serving a sentence of imprisonment in a penal or correctional institution
- A candidate who failed to file the necessary financial statements in the last municipal election

2.4 Qualifications of School Board Candidates

It is the responsibility of School Board candidates to confirm that they have the qualifications described in section 219 of the **Education Act**. Notwithstanding, to run for a School Trustee, a candidate must be at the time of being nominated:

- A Canadian citizen
- At least 18 years of age
- A resident within the School Board's area of jurisdiction
- Eligible to vote for a representative of that School Board
- Not prohibited by law from voting
- Not disqualified from holding office in a School Board by any legislation

2.5 Disqualification of School Board Candidates

The following are disqualified from being elected as a School Trustee of a School Board, or holding office as a School Trustee:

- Employees of the School Board, unless the employee takes an unpaid leave of absence beginning on the day they are nominated
- A Clerk, Deputy Clerk, Treasurer, or Deputy Treasurer of a municipality within a School Board's area of jurisdiction, unless the employee takes an unpaid leave of absence starting on the day they are nominated
- A member of the Provincial Legislature, the Federal House of Commons or Senate who has not resigned from their office by the close of nominations on July 27, 2018
- A person who is serving a sentence of imprisonment in a penal or correctional institution
- A candidate who failed to file the necessary financial statements in the last municipal election

Section 3: Nomination Procedures

3.1 General

A person can only be a candidate for one office – Mayor, Councillor or School Trustee. If a person files a nomination for one office and then files a nomination for another office, the first nomination is considered withdrawn at the time that the second nomination is filed.

3.2 Nomination Process

Nominations must be filed in person by either the candidate or an agent of the candidate. **Forms are not to be signed until a commissioner is present.** At the time of filing, each candidate must also complete a Declaration of Qualification, provide endorsement documentation of 25 electors (council candidates only), pay the nomination fee, and show proof of identity and qualifying address within the City of Peterborough, with valid government issued ID (See Section: 3.7 Identification).

If an agent is filing on behalf of a candidate, both forms must already be commissioned. The agent must also provide a copy of the candidate's identification as well as provide their own identification.

Please note that nomination forms are considered to be public documents and may be made available for inspection.

3.3 Nomination Filing Fee

The prescribed nomination filing fee, as specified below, must be paid at the time of filing the nomination.

Mayor Filing Fee

Nomination Filing Fee of \$200

Councillor Filing Fee

Nomination Filing Fee of \$100

School Board Trustee Filing Fee

Nomination Filing Fee of \$100

Payments can be made by cash, debit, credit card, certified cheque, or money order payable to the City of Peterborough. No other payment methods will be accepted.

A candidate is entitled to a refund of the filing fee if they file a financial statement, and if necessary, an auditor's report by March 29, 2019 by 2:00 PM.

3.4 Time for Filing

The first day that a candidate can file a nomination paper for the election is Tuesday May 1, 2018. Nominations close on Nomination Day, Friday July 27, 2018 at 2:00 p.m.

Candidates can file nomination papers on any day during this period at a time when the Clerk's Office is open. Normal business hours are Monday to Friday – 8:30 p.m. to 4:30 p.m.

3.5 Certification

The Clerk will certify qualified nominations by 4:00 p.m. on Thursday August 2, 2018. Once a candidate is certified, their name will be placed on the ballot.

3.6 Withdrawal of Candidacy

A candidate who wishes to withdraw their Nomination Form must notify the Clerk in writing using the Withdrawal of Nomination Form, EL 419, by 2:00 p.m. on Friday July 27, 2018. The Withdrawal Form may not be submitted electronically, as original signatures are required on all election documents filed with the Clerk.

The candidate will be entitled to a refund of the nomination filing fee after the candidate submits a financial statement (due March 29, 2019 by 2:00 p.m.) covering all financial transactions up to the time of the withdrawal.

The campaign period ends the date of the withdrawal.

3.7 Identification

All candidates must show proof of identity (photo ID) and qualifying address in the City of Peterborough at the time the Nomination Form is filed. This is to ensure that only the names of qualified candidates appear on the City's ballot.

Acceptable pieces of identification include:

- **Preferred Identification** - Government issued identification or form that contains the name, qualifying address, and signature e.g. driver's license, income tax assessment, along with Photo ID.

The Clerk may require individuals to swear an affidavit in respect to residency.

Section 4: Canvassing and Election Signs

4.1 Access to Rented Premises

Section 28 of the **Residential Tenancies Act, 2006** provides that:

“No landlord shall restrict reasonable access to a residential complex by candidates for election to any office at the federal, provincial or municipal level, or their authorized representatives, if they are seeking access for the purpose of canvassing or distributing election material.”

This does not permit canvassing in a building that has been designated as a voting place during voting hours.

4.2 Access to Condominiums

Section 118 of the **Condominium Act, 1998** provides as follows:

“No corporation or employee or agent of a corporation shall restrict reasonable access to the property by candidates, or their authorized representatives, for election to the House of Commons, the Legislative Assembly or an office in a municipal government or school board if access is necessary for the purpose of canvassing or distributing election material.”

This does not permit canvassing in a building that has been designated as a voting place during voting hours.

Despite these legislative provisions, candidates may experience difficulty gaining access to certain premises. If this occurs, candidates should contact the owner of the rental building or the board of directors of the condominium and request they instruct their staff of the legislative right of candidates to have access to these buildings for canvassing purposes.

4.3 School Policies

In view of the substantial number of school buildings used for voting purposes, the attention of candidates is also drawn to the policies of the school boards and provisions of the **Education Act** which provide as follows:

- No agent or representative may canvass in the schools, nor exhibit advertising material in the schools or on the school property, without the approval in writing of the Director of Education
- All visitors to schools must report to the office
- It is the duty of a principal of a school, in addition to their duties as a teacher, to maintain a visitors' book in the school when so determined by the Board

4.4 Prohibition of Canvassing in a Voting Place

Certified candidates or their scrutineers, but not both, are entitled to attend a voting place on Election Day.

Electioneering of any nature in or on the premises used as a voting place on Election Day is prohibited. Deputy Returning Officers are instructed to immediately remove from any voting place any campaign material or literature of any nature. The premises are deemed to include the entire building and the property on which it is located.

4.5 Access to Resources

It is important that all candidates receive fair and consistent treatment so as to ensure the integrity of the electoral process and a fair and unbiased election. Sections 88.8 and 88.12 of the **Act** outline that a municipality cannot make contributions to a candidate or a registered third party. Corporate Resources will be made available to all candidates and/or registered third parties in a fair and consistent manner. Access to, or availability of, City Resources shall not be considered an endorsement of any candidate or issue.

Therefore, City Resources may be used for or by any candidate or registered third party for their campaign activities, provided they pay the appropriate fee(s) and file appropriate permit(s) or documentation. This may include, but not be limited to, the use of:

- Any City advertising space (except on any Voting Day)
- Any City facility or City property

4.6 City Facilities

Candidates may use any City owned facility that allows for public rentals, provided the application process for use of the facility is followed and that all applicable fees for use of the facility are paid. Candidates and Registered Third Parties will set up and remove all material, including but not limited to signs, posters, and other campaign material within the allotted rental period. Campaign-related material may only be displayed within the designated rental area described in the agreement. No facility or property shall be rented or used for any election campaign purpose by any members of the public, Council, Candidates, Registered Third Party or

function during any day that voting is taking place on the property, including the set-up, hosting or take-down activities.

4.7 Corporate Identity and Resources

No City resources are to be used for or by, or for the benefit of, any candidate or registered third party for their campaign activities, including, but not limited to, the use of:

- The City's Corporate identity,
- Crest or other Corporate Branding Material or Logos,
- City Information Technology (IT) resources, including the City's website, social media sites (nor can there be a link to a candidate's site)
- Any City function, whether on City property or not,
- Photographs or videos owned by the City.

4.8 Public Information

For greater certainty, the **Act** allows the City to make information available to the public on a website or in another electronic format, where the information provided does not constitute a contribution. Staff will post information on all candidates and registered third parties for the public to view on the City's website or make it available for the public in an alternate format upon request.

Official election information will be made available to all candidates through the City's website, the Clerk's Office, or other alternate format. Staff may supply department specific information and services to candidates in the same manner as would be available to the public.

4.9 Election Campaign Signs (“Campaign Signs”)

The City of Peterborough allows campaign signs to be erected on or after Labour Day beginning on September 3, 2018. Third Parties must remove their campaign signs the day after Election Day (October 23, 2018). It is the registered third party’s responsibility to familiarize her/himself with applicable City, County and Provincial regulations. Election signs should be located on private property. Special setbacks are required at intersections and from the edge of a roadway. Within the City, no person shall erect a campaign sign:

- Within the travelled portion of a road allowance or a sidewalk;
- Which exceeds a height of 0.9 meters within a 6 meter sight triangle at the intersection of two roads (Figure 1); or
- Which exceeds a height of 0.9 meters within 3 meters of that portion of the road allowance located between the sidewalk and the travelled portion of the road allowance (Figure 2)

None of The City, its agents, or any City staff is responsible for informing any candidate that any posters, signs, or other campaign material has been vandalized. Acts of vandalism to campaign signs should be reported to the appropriate police force by the affected candidate or third party.

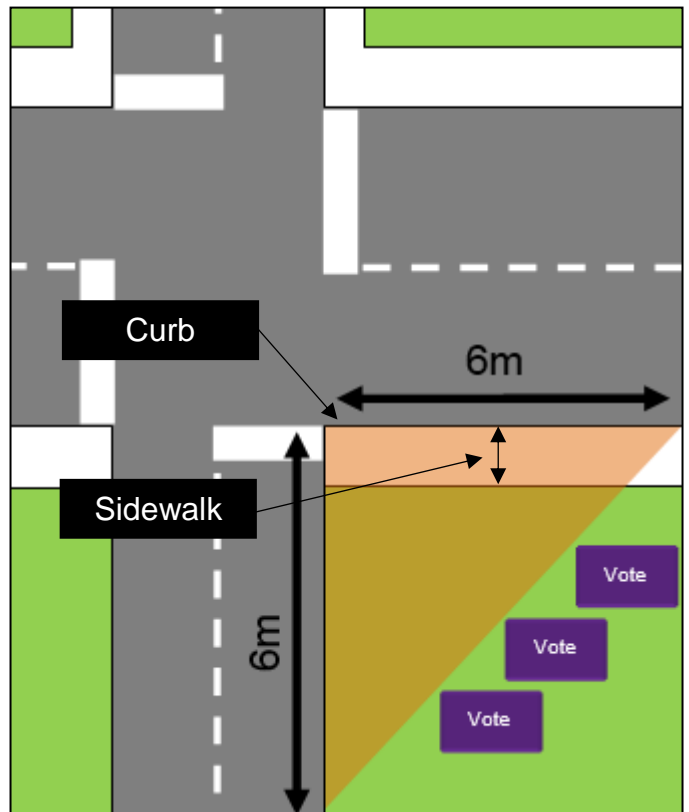


Figure 1
6 meter sight triangle at the intersection of two roads

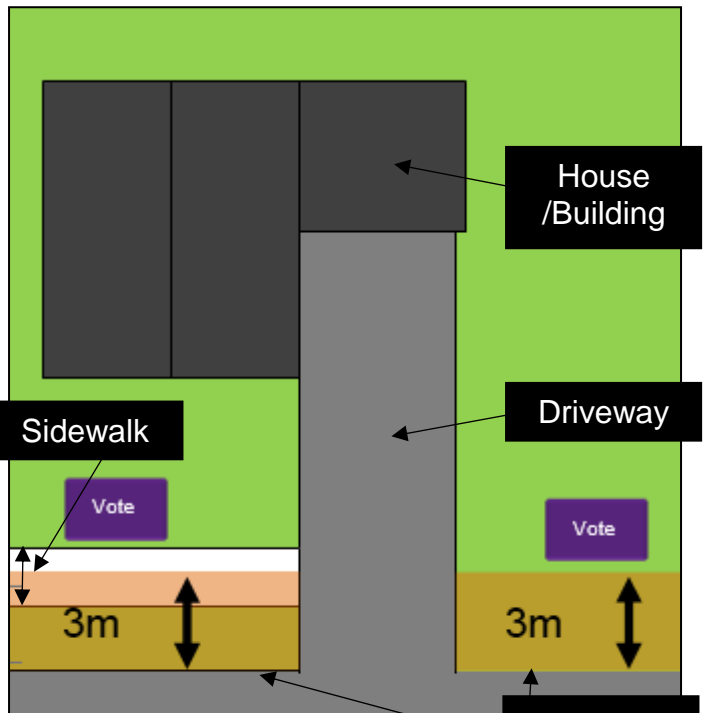


Figure 2
Distance between the portion of the road allowance located between the sidewalk and the travelled portion of the road allowance

Public Park and Property and Voting Locations

With the exception of circumstances listed above,

- No person shall at any time erect a campaign sign, or cause a campaign sign to be erected, in any public park or on any property owned or occupied by the City.
- No person shall, on any election voting day, including those days when advance election voting is held, erect a campaign sign, or cause a campaign sign to be erected on or at any premises used as a voting place for elections.
- No person shall, on any election voting day, including those days when advance election voting is held, display or distribute any campaign material, or cause any campaign material to be displayed or distributed on or at any premises used as a voting place for elections.

Removal

Notwithstanding the authority to remove, as outlined in Section 88.7 of the **Act**, the City will remove any election campaign sign on a road allowance or in any public park or on any property owned or occupied by the City that:

- Is placed or otherwise attached contrary to any provision of the City's Election Policies and Procedures, or
- Is in a condition of disrepair and/or

- In the sole opinion of the City, creates a hazard to vehicular traffic or pedestrians.

4.10 Media Advertising

The **Municipal Elections Act, 1996** does not contain restrictions on when a candidate may or may not advertise. However, a candidate must have filed their nomination before spending any money and the amount they spend on their campaign is regulated.

Organizations such as the Canadian Radio-Television and Telecommunications Commission have guidelines that broadcasters must follow to ensure that candidates have equal access to coverage.

Free political advertising by a broadcaster must be within the regulations and guidelines of the **Broadcasting Act** (Canada) and made available to all candidates. This advertising is not deemed to be a contribution.

4.11 Election Advertisements, Including Campaign Signs

All advertising (including campaign signs and literature) must be paid for by the registered candidate, or registered third party and such advertising needs to be authorized by whoever paid for it. Candidates and third parties are not allowed to incur expenses or pay for advertising before they have filed with the Clerk's Office and they are registered. Specific requirements differ for registered candidates and registered third parties.

A candidate must provide to the broadcaster or publisher in writing the:

- Name of the Candidate
- Name, business address and telephone number of the individual who deals with the broadcaster or publisher under the direction of the candidate.

While there are no legislated guidelines dictating font, size, colour, etc., candidates and registered third parties must ensure text is clear and legible.

Candidates

The **Act** states that an election campaign advertisement purchased by or under the direction of a candidate shall identify the candidate. Therefore the authorization needs to say who paid for the advertising, e.g. “Authorized by the campaign to elect Candidate Name”, or something substantially similar.

Section 5: Campaign Contributions

5.1 Definition of Campaign Contributions

Money, goods and services given to and accepted by or on behalf of a person for their election campaign.

5.2 Contribution Limit

The **Act** provides that the maximum contribution limit from one contributor to one candidate or third party is \$1200. This limit includes all contributions of money, goods, or services. This limit applies whether the contribution consists of one large donation or is the total of a number of smaller contributions.

A contributor may not make contributions exceeding \$5,000 to candidates for office on the same council.

5.3 Campaign Expense Limits

Each candidate has a limit on how much they may spend. Campaign expense limits are determined by a base amount for the office and the number of eligible electors.

Formula:

$\$7,500 + \0.85 per elector for head of council

$\$5,000 + \0.85 per elector for another office

5.4 Campaign Appreciation Event Limits

Each candidate may only spend 10% of their Campaign Expense Limits after Election Day on campaign appreciation events (parties, etc.).

5.5 Contribution Limit – Own Campaign

A candidate for council and his or her spouse have a limit on how much they may spend. Self-funding limits are determined based on the number of electors voting for the office, to a maximum of \$25,000 per candidate.

Formula:

$\$7,500 + \0.20 per elector for head of council

$\$5,000 + \0.20 per elector for other council offices

Candidates for School Board Trustee do not have a self-funding limit.

5.6 Accepting Campaign Contributions

Contributions must not be solicited or accepted on behalf of a person seeking municipal office unless that person is a nominated candidate and only during the candidate's campaign period. If any contributions are accepted outside the campaign period and cannot be returned to the contributor, they must be surrendered to the Clerk.

5.7 Acceptable Contribution Sources

Contributions may only be made from the contributor's own funds. No person shall make contributions of money that does not belong to the contributor.

5.8 Refund of Contributions

Contributions to candidates or registered third parties in municipal elections are not income tax deductible.

The City of Peterborough does not have a contribution rebate program in place.

Section 6: Campaign Expenses

6.1 General

Campaign expenses may only be incurred after a candidate has filed their

nomination. Campaign expenses may only be incurred by the candidate or an individual acting on behalf of the candidate.

6.2 Campaign Expense Limits

Interim campaign expense limits for the 2018 Election have been calculated based on the List of Electors as it existed on September 12, 2014. The limit includes a base amount plus \$0.85 per eligible elector for each office. A campaign expenses limit will also be calculated using the number of eligible electors on the List of Electors as it exists on September 15, 2018. The final campaign expense limit for candidates for the 2018 election will be whichever calculation is higher.

Mayoral Interim Campaign Spending Limit

Base Amount	Eligible Electors (2014)	Interim Spending Limit
\$7,500	56,873	\$55,842.05

City Councillor Interim Campaign Spending Limits

Ward	Base Amount	Eligible Electors (2014)	Interim Spending Limit
One	\$5,000	10,410	\$13,848.50
Two	\$5,000	15,353	\$18,050.05
Three	\$5,000	8,470	\$12,199.50
Four	\$5,000	11,002	\$14,351.70
Five	\$5,000	11,638	\$14,892.30

School Board Trustee Interim Campaign Spending Limits

Board	Base Amount	Eligible Electors (2014)	Interim Spending Limit
English Public	\$5,000	46,466	\$44,496.10
English Separate	\$5,000	9,743	\$13,281.55

6.3 Campaign Self-Funding Limits

Candidates for an office on council and their spouse are limited by the amount they are eligible to self-fund their campaign. Interim self-funding limits for the 2018 Election have been calculated based on the List of Electors as it existed on September 12, 2014. The limit includes a base amount plus \$0.20 per eligible elector for each office. Self-funding limits will also be calculated using the number of eligible electors on the List of Electors as it exists on September 15, 2018. Candidates and their spouses may contribute to a maximum of whichever calculation is higher.

Mayoral Interim Campaign Self-Funding Limit

Base Amount	Eligible Electors (2014)	Interim Self-Contribution Limit
\$7,500	56,873	\$18,847.60

City Councillor Interim Campaign Self-Funding Limits

Ward	Base Amount	Eligible Electors (2014)	Interim Self-Contribution Limit
One	\$5,000	10,410	\$7,082.00
Two	\$5,000	15,353	\$8,070.60
Three	\$5,000	8,470	\$6,694.00
Four	\$5,000	11,002	\$7,200.40
Five	\$5,000	11,638	\$7,327.60

There are no self-funding limits for School Board Trustee candidates.

6.4 Campaign Appreciation Events

All candidates now have limits on the amount they may spend towards the cost of holding parties and making other expressions of appreciation after Election Day. Interim campaign appreciation limits for the 2018 Election are 10 per cent of the amount calculated for the interim campaign expense limits. Final campaign appreciation limits will be calculated as 10 per cent of the amount calculated for the final campaign expense limits. Candidates may spend to a maximum of whichever calculation is higher.

Mayoral Interim Campaign Appreciation Event Limit

Interim Spending Limit	Interim Campaign Appreciation Event Limit
\$55,842.05	\$5,584.21

City Councillor Interim Campaign Appreciation Event Limit

Ward	Interim Spending Limit	Interim Campaign Appreciation Event Limit
One	\$13,848.50	\$1,384.85
Two	\$18,050.05	\$1,805.00
Three	\$12,199.50	\$1,219.95
Four	\$14,351.70	\$1,435.17
Five	\$14,892.30	\$1,489.23

School Board Trustee Interim Campaign Appreciation Event Limit

Board	Interim Spending Limit	Interim Campaign Appreciation Event Limit
English Public	\$44,496.10	\$4,449.61
English Separate	\$13,281.55	\$1328.15

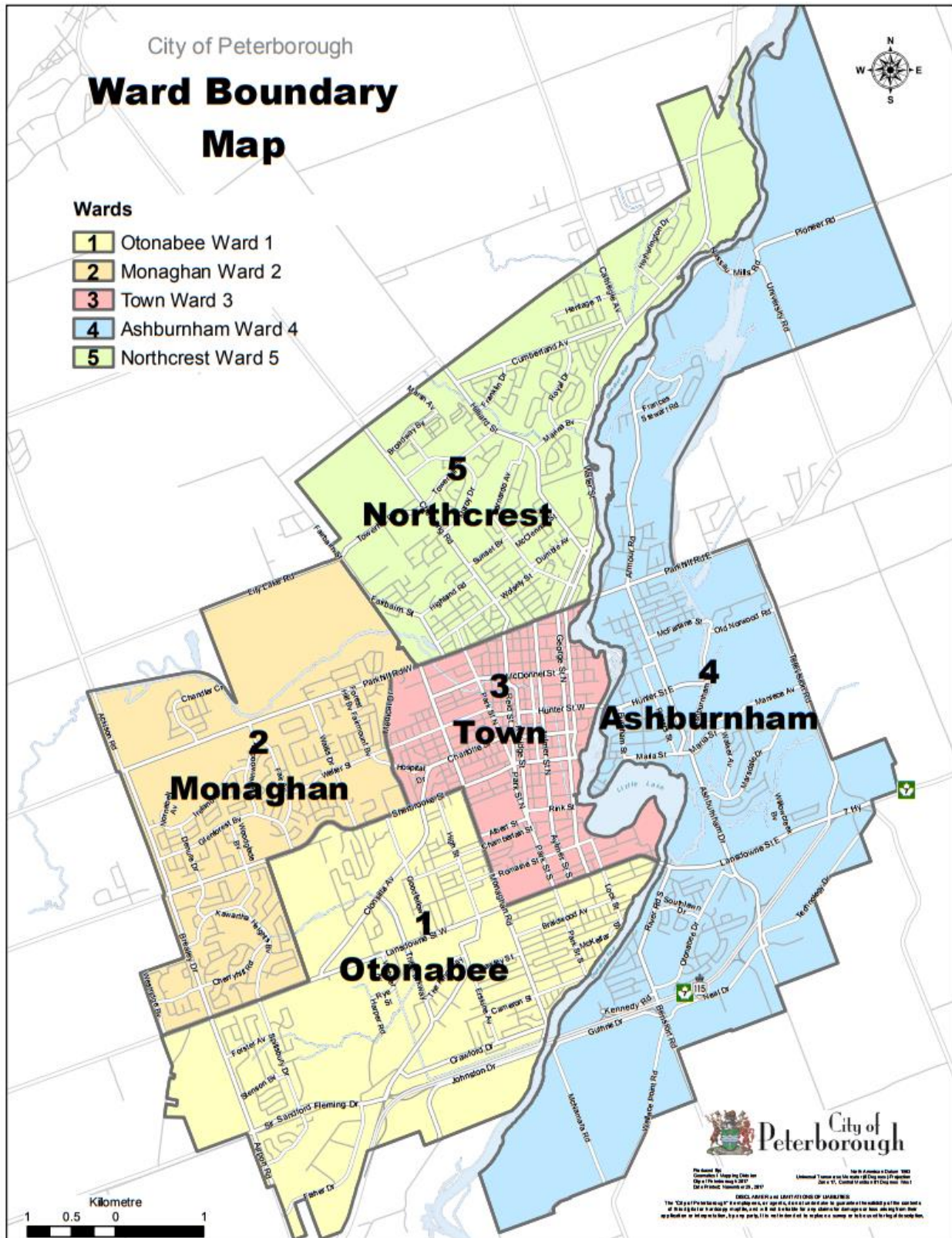
Section 7: Financial Reporting

7.1 Filing Financial Statements

A candidate must file a separate financial statement for each office they were nominated for during the election period. The financial statement must be filed by 2:00 p.m. on Friday, March 29, 2019. It is the responsibility of the candidate to file a complete and accurate financial statement on time.

Candidates' financial statements are filed with the Clerk and are public documents. These documents may be inspected by any person.

Appendix A: Ward Boundary Overview



Appendix B: Links to City Resources

Candidates will want to familiarize themselves with the [City Website](http://www.peterborough.ca) (www.peterborough.ca) and the Municipal Election 2018 pages. The Certificate of Results from the 2014 Election is posted and the results are presented by location as well as by poll. Financial statements for all candidates are posted, as well.

The following documents on the City website may also be of interest:

- [Budget Documents](#)
- [City Departments](#)
- [City Advisory Committees](#)
- [Media Releases](#)
- [Property Tax](#)
- [Community Resources](#)

B.1 Reports to Council & Minutes

All Reports to Council and minutes from meetings can be found by using the links on the calendar, shown on the [City Council Internet Page](#).

(www.peterborough.ca/City_Hall/City_Council_2833.htm)

The following meetings are included:

- Planning Committee
- Committee of the Whole
- City Council
- Budget Committee
- Audit Committee
- Accessibility Advisory Committee
- Museum & Archives Advisory Committee
- Peterborough Architectural Conservation Advisory Committee
- Arts Culture and Heritage Advisory Committee
- Arenas Parks and Recreation Advisory Committee
- Waste Management Committee

- Joint Services Steering Committee

Use the arrows provided to navigate the calendar and click on the meeting type to access the agenda. Report names will appear as underlined links. To access minutes, click on 'minutes' in the calendar.

B.2 By-laws

[City by-laws](#) from 2000 to the present are also available on the City website.

B.3 Community Grants

The City of Peterborough offers an opportunity to not-for-profit organizations to apply for funding. The purpose of the [Community Grants](#) program is to provide financial assistance to non-profit, community-based organizations that provide direct programs, services, or activities that enhance the quality of life for Peterborough residents in the areas of social services and health, arts, culture, heritage, recreation, or the environment.

B.4 Social Media

The City website also has a page explaining how the City manages its [Social Media](#) interchange.

B.5 Provincial Legislation

There are several Provincial Acts that contain important guidelines for candidates. Refer to the following links:

- [The Municipal Act, 2001](#)
- [The Municipal Elections Act, 1996](#)
- [The Municipal Conflict of Interest Act](#)
- [The Condominium Act, 1998](#)
- [Residential Tenancies Act, 2006](#)

Relevant Municipal legislation, e.g. by-laws, and Reports are available from the Municipal Election 2018 web page.

B.6 Studies

- [Central Area Master Plan](#)
- [Charlotte Street Streetscape](#)
- [Class Environmental Assessment: Chemong Road/Reid Street Widening](#)
- [Emerald Ash Borer Management Study](#)
- [Municipal Cultural Plan](#)
- [Official Plan Review](#)
- [Retail Market Analysis](#)
- [Sustainable Peterborough](#)
- [Greater Peterborough Area Community Sustainability Plan](#)
- [2011 Corporate Energy Consumption and Greenhouse Gas Emissions Report](#)

Refer also to the City of Peterborough's [Studies and Projects web page](#).
(www.peterborough.ca/Business/Studies___Projects.htm)

Appendix C: Ministry of Transportation Corridor Signing Policy



MINISTRY OF TRANSPORTATION

CORRIDOR SIGNING POLICY

7. Temporary Signs

7.10 Election Signs

An election sign must not be placed upon or adjacent to the right-of-way of a Class 1 Freeway or Class 2 Staged Freeway.

Election signs may be erected on the right-of-way or adjacent to a Class 2 undivided Staged Freeway, a Class 3 Special Controlled Access highway, a Class 4 Major highway or Class 5 Minor highway after an official election has been called.

Signs up to 0.7 m² (8 ft²) in size must be placed a minimum of 4m (12 ft.) from edge of pavement. Signs over 0.7 m² (8 ft²) and up to 3.7 m² (40 ft²) must be placed at the outer limit of the highway right-of-way.

Election signs may be placed on the right-of-way of a highway other than a Class 1 Freeway and Class 2 divided Staged Freeway, but must be placed at least 4m (12 ft.) from edge of pavement.

An election sign must not be affixed to a permanent or an official sign or to the guide rail or other highway structure or facility and must not be placed where it may interfere with visibility, an official sign, traffic signal, or other safety device.

Portable read-o-graph sign trailers are prohibited on the right-of-way of a highway. Such read-o-graph sign trailers may be utilized providing they are erected on private property and meet the requirements of the Ministry for portable read-o-graph signing.

Permits or Letters of Approval for any election signs erected under this policy are not required.

Candidate committees, or workers shall be allowed three (3) working days after election day in order to remove candidate advertising (election signs) from the Ministry right-of-way and adjacent properties.

Signs not retrieved by this time will be picked up by the Ministry patrol forces and stored in a safe place (patrol yard, etc.,) for a period of two weeks. After this time they will be disposed of.